



GAIL FARBER, Director

**COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS**

"To Enrich Lives Through Effective and Caring Service"

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

34 September 13, 2016

LORI GLASGOW
EXECUTIVE OFFICER

September 13, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**CONSTRUCTION RELATED CONTRACT
AS-NEEDED ARCHITECTURAL/ENGINEERING
AND SUPPORT SERVICES FOR
VARIOUS COUNTY PROJECTS
AWARD CONSULTANT SERVICES AGREEMENTS
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action is to approve ten consultant services agreements for a not-to-exceed contract amount of \$3 million each for as-needed architectural/engineering and support services to augment the Department of Public Works' ability to rapidly provide these as needed architectural/engineering and support services to be utilized on various County projects for a 3-year term plus two 1-year extension options each.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed actions are exempt from the California Environmental Quality Act for the reasons stated in this Board letter.
2. Award and authorize the Director of Public Works or her designee to execute consultant services agreements with the following four small-sized firms: Viniegra & Viniegra Architecture, LLC, Local Small Business Enterprise; RAW International, Inc.; La Canada Design Group, Inc., Local Small Business Enterprise; and Onyx Architects, Inc.; three medium-sized firms: Owen Group, Inc., Local Small Business Enterprise; Langdon Wilson International; Johnson Fain, Inc.; and three large-sized firms: Perkins Eastman Architects; HMC Architects; and NAC Architecture to provide specialized as-

needed architectural/engineering and support services for various County capital improvement projects for a not-to-exceed contract amount of \$3 million individually and \$30 million in aggregate for a 3-year term plus two 1-year extension options for each firm.

The term of each consultant services agreement shall commence on the date of the full execution of the contract, and shall extend for a period of 3 years from such commencement date. The expiration of each of the consultant services agreements is subject to the following condition: where services for a given project have been authorized in writing by the County but are not completed by the consultant prior to the stated expiration date, the expiration date will be automatically extended solely to allow for the completion of such services.

3. Delegate authority to the Director of Public Works or her designee to authorize additional services and extend the contract expiration date as necessary to complete those additional services when those additional services are: 1) previously unforeseen, 2) related to a previously assigned scope of work on a given project, and 3) are necessary for the completion of that given project.

4. Delegate authority to Director of Public Works or her designee to supplement the initial not to exceed amount of \$3 million for each of the above-referenced ten agreements by up to 10 percent per amendment of the original contract or \$75,000, whichever is less, based on workload requirements. The aggregate amount, per agreement, of such amendments shall not exceed 25 percent of the original contract amount.

5. Delegate authority to the Director of Public Works or her designee to execute the two 1-year extension options on the above-referenced agreements.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended consultant services agreements will augment the Department of Public Works' ability to rapidly provide as-needed architectural/engineering and support services to be utilized on Capital improvement projects.

The recommended as needed architectural/engineering and support services agreements will expand Public Works' ability to deliver any new or renovations/improvements to various County buildings, such as fire stations, Sheriff Stations, probation camps, and park facilities, such as the Marina Del Rey Public Safety Dock Replacement Project; various Public Works facilities and County projects, such as the Department of Health Services radiology replacement and pharmacy upgrades programs and make ready work for the Harbor-UCLA master plan; and various Department of Mental Health programs related to diversion and sobering centers.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provisions of Operational Effectiveness/Fiscal Sustainability (Goal 1), Community Support and Responsiveness (Goal 2), and Integrated Services Delivery (Goal 3). The contractor who has the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive manner will support Public Works in meeting these goals.

FISCAL IMPACT/FINANCING

The recommended actions have no direct impact on the County's General Fund.

Sufficient funding to finance work orders for these agreements will be financed through the appropriate capital, refurbishment, infrastructure, or various operating and special fund(s). For capital projects and refurbishments, no work will be assigned to these consultants without the prior review and funding verification from the Chief Executive Office. For Public Works' infrastructure and maintenance projects, no work will be assigned to these consultants without the appropriate funding authorization.

Expenditures for the subject services incurred by Public Works' Internal Service Fund-Capital Project Management Program will be reimbursed through approved individual project budgets.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The consultant services agreements will contain terms and conditions in compliance with the Chief Executive Officer's and the Board's requirements.

The consultants were selected upon final analysis and consideration without regard to race, creed, gender, or color.

ENVIRONMENTAL DOCUMENTATION

The proposed action is not a project pursuant to California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed action to award as-needed architectural/engineering and support services is an administrative activity of government, which will not result in direct or indirect changes to the environment. We will return to the Board as necessary for consideration of appropriate environmental documentation pursuant to CEQA before the approval of any activities that constitute a project under CEQA.

CONTRACTING PROCESS

On August 19, 2015, Public Works issued a Request for Proposals (RFP) for as needed architectural/engineering and support services. The RFP was posted on the "Doing Business with Us" website and the "Public Works Contract Opportunities" website.

The RFP allowed firms to compete as primes in one of three categories: small-, medium-, or large-sized firms. Each firm was requested to certify its own size based on number of personnel for competition with other firms in the same size category. The RFP stated that a total of ten firms would be awarded contracts as follows: four small-sized firms (with 25 or fewer personnel), three medium-sized firms (with 26 to 75 personnel), and three large-sized firm (with over 75 personnel).

On October 6, 2015, 42 firms submitted proposals. An evaluation committee, consisting of Public Works' technical staff, evaluated the proposals as outlined in the RFP. The selected firms represent the best qualified firms from each size category to provide the required services based upon their technical expertise, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. The following firms were selected without regard to race, creed, color, or gender: small-sized category – La Canada Design Group, Inc. (LSBE); Onyx Architects, Inc.; RAW International, Inc.; and Viniegra & Viniegra Architecture, LLP. (LSBE); medium-sized firms: Johnson

Fain, Inc.; Langdon Wilson International; and Owen Group, Inc. (LSBE); and large-size category - HMC Architects; NAC Architecture; Perkins Eastman Architects. In the small-sized business enterprise category, 17 firms submitted proposals. Based on the evaluation committee's review, four firms were selected for contracts. In the medium-sized business category, 15 firms submitted proposals. Based on the evaluation committee's review, three firms were selected for contracts. In the large-sized business enterprise category, ten firms submitted proposals and based on the evaluation committee's review, three firms were selected for contracts. Public Works has determined that the firms proposed rates for performing the services are reasonable. Enclosure reflects the selected consultants' minority participation.

The Community Business Enterprises participation data and 3-year contracting history for the ten selected firms are on file with Public Works.

Public Works has evaluated and determined that the Los Angeles County Code Chapter 2.201 (Living Wage Program) does not apply to the recommended agreements. These consultant services agreements are exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis. Public Works notified the Union on this solicitation.

The consultant services agreements include a cost-of-living adjustment provision in accordance with the Board policy, which was approved on January 29, 2002.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended consultant services agreements. These consultant services agreements will provide necessary as-needed architectural/engineering and support services to support various County projects in an efficient manner, enhancing the delivery of County projects.

CONCLUSION

Please return one adopted copy of this Board letter to the Department of Public Works, Contracts & Business Affairs Division.

The Honorable Board of Supervisors

9/13/2016

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Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Farber".

GAIL FARBER

Director

GF:JQ:ss

Enclosures

c: Chief Executive Office (Rochelle Goff)
County Counsel
Executive Office

ENCLOSURE

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

CONTRACTOR'S MINORITY PARTICIPATION FOR AS-NEEDED ARCHITECTURAL-ENGINEERING SERVICES

Small-Sized Business Category Consultant Name	Local SBE		Minority		Women		Disadvantaged		Disabled/Vet	
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
La Canada Design Group	X			X		X		X		X
ONYX Architects, Inc.		X		X		X		X		X
RAW International		X	X			X	X			X
Viniegra & Viniegra Architecture, LLP	X		X		X		X			X
Medium-Sized Business Category Consultant Name	Local SBE		Minority		Women		Disadvantaged		Disabled/Vet	
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Johnson Fain		X		X		X		X		X
Langdon Wilson International		X		X		X		X		X
Owen Group, Inc.	X			X		X		X		X
Large-Sized Business Category Consultant Name	Local SBE		Minority		Women		Disadvantaged		Disabled/Vet	
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
HMC Architects		X		X		X		X		X
NAC Architecture		X		X		X		X		X
Perkins Eastman Architects		X		X		X		X		X